

M.A.R.E. MODULE

TECHNICAL REQUIREMENTS

Introduction

This document is the technical response to the SWSS Foster Care User Requirements for the MARE Module. It will describe how the development team will implement the changes and additions to SWSS Children's to effect the requirements. It is intended to explain to Policy Staff, who authored the requirements, how SWSS will behave once the solution is implemented, and is intended to explain to Project Staff how they might test the solution to verify its correctness.

This document is also to be used as a tool by the development team when coding the solution or maintaining it in the future. Thus this document is likely to be updated during the lifecycle of the SWSS project. Versions of this document will be maintained in PVCS, and the reader should be aware that multiple printed versions may exist.

Module Description

Adoption workers are required to register State Wards and Permanent Court Wards on the Michigan Adoption Resource Exchange (MARE) when the goal for these children is adoption. MARE provides various services to assist in locating adoptive homes for waiting children who have no identified home. MARE also operates a tracking system for state wards and permanent court wards whose plan is adoption. This system records the length of time between the date of commitment/acceptance and date of adoptive placement.

The adoption worker is responsible for registering a child with MARE ninety days after the commitment/acceptance date. The adoption worker uses the MARE module to produce either of two forms. For a child with no identified family the worker prints the *Child Entry Form for Child Appearing in MARE Book*. For a child with a family interested in adopting, the worker produces the *Child Hold Form for Child Not Appearing in MARE book*.

This module has two output documents, the *Child Entry Form for Child Appearing in MARE Book* and the *Child Hold Form for Child Not Appearing in MARE book*.

FIA staff involved - Foster Care Workers, Adoption Workers and Supervisors.

Requirements

Process Description

Adoption workers currently complete a MARE Hold or Entry form for state wards and permanent court wards supervised by FIA and having a goal of Adoption. SWSS will automate this process for workers by prefilling data captured in other screens, providing the ability to enter data not collected elsewhere, and generating the necessary reports.

Functional Requirements

List any requirements this module implements that are not specifically covered in the User Requirements for this module. For example, Soundex must return the Person ID of a person and write it in the SWSS_INI.ini so that CaseReg can “resurrect” that person with the new case, or Funding Determines the eligibility used in placement and updates the SWSS_CASE.Latest_Funding_Determination

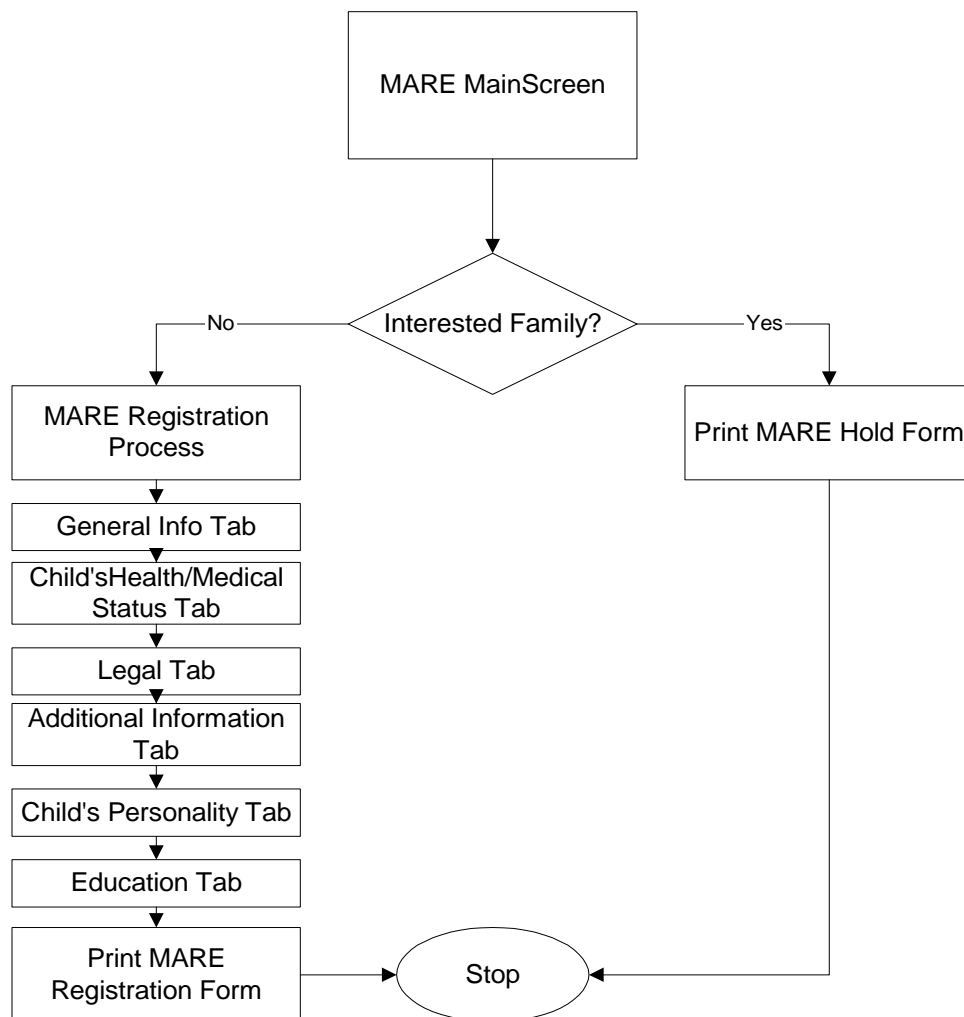
1)

Business Events

The following are business events that occur which will initiate use of the features in SWSS Childrens to effect a County to County transfer. Things like the child died or aged out, there was a hearing, there was a funding or medicaid redetermination, etc.

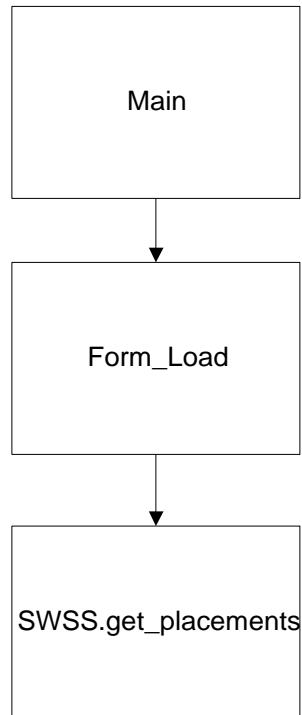
System Flow

If appropriate, show a Visio diagram of how the screens interact.



List of Program Units

This would be stuff like common VB code called, the number of VB .BAS modules and form modules in the current application. Also list the Stored Procedures called. Show a “Structure Diagram” of which VB procedure calls a stored procedure or another VB procedure. Also show which stored procedures call other stored procedures.




Screen Images

Print out the most “all-encompassing” version of the screens, which may have elements or panels that display or change based on user input. Point out any specific navigation quirks or on screen stuff, such as under what conditions various panels display or disappear. Discuss when the buttons say: “Continue” and when they say “Continue Flow” or “Print 5S”.

October 20, 1999

Services Worker Support System - Children

File Sections Autoflow Corrections Help

 **M.A.R.E. REGISTRATION**

Case Name:	Log #:
Case #:	Program:
Assigned:	Status:

Child/Case Data

Child's Name	Commit/Accept Date
Child's DOB	Register/Hold Date
Child's Sex	Form Sent <input type="text" value="___/___/___"/>
Child's Race	Last Print Date
OTR	Form Type

☐ Print Form

Hold Registration **Register**

Cancel **Continue**

Services Worker Support System - Children
File Sections Autoflow Corrections Help

 **M.A.R.E. REGISTRATION**

Case Name:	Log #:
Case #:	Program:
Assigned:	Status:

Child/Case Data

Child's Name	Commit/Accept Date
Child's DOB	Register/Hold Date
Child's Sex	Form Sent / /
Child's Race	Last Print Date
OTR	Form Type


☐ Print Form **Hold Registration** Register

"Hold" Registration

Child's Name	County of Commitment
Child's DOB	Agency County FIA
Child's Sex	Worker
Child's Race	Name of Family
Foster Parent Adoption <input type="radio"/>	Family Agency
Relative Adoption <input type="radio"/>	
Other Approved Family Adoption <input checked="" type="radio"/>	

Cancel Continue

Services Worker Support System - Children
File Sections Autoflow Corrections Help

 **M.A.R.E. REGISTRATION**

Case Name:	Log #:
Case #:	Program:
Assigned:	Status:

General Info	Child's Health/Medical Status	Legal	Additional Information	Child's Personality	Education
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Child Info

DOB Sex Race Religion

Grade Special Ed Cert.


Is child being adopted as part of a sibling group? ☒ Yes ☐ No # of Sibs to Place Together

Agency Info

Registering Agency	Agency Address
Contact	City
Phone	State Zip Code

Services Worker Support System - Children

File Sections Autoflow Corrections Help


 **M.A.R.E. REGISTRATION**

Case Name: Log #:
Case #: Program:
Assigned: Status:

General Info	Child's Health/Medical Status	Legal	Additional Information	Child's Personality	Education
Physical	<input type="radio"/> None <input type="radio"/> Mild <input type="radio"/> Moderate <input checked="" type="radio"/> Severe	Type	<input type="text"/>		
Emotional	<input type="radio"/> None <input type="radio"/> Mild <input type="radio"/> Moderate <input checked="" type="radio"/> Severe	Therapy	<input type="radio"/> Yes <input type="radio"/> No		
Mental	<input type="radio"/> None <input type="radio"/> Mild <input type="radio"/> Moderate <input checked="" type="radio"/> Severe	Type	<input type="text"/>		
Learning	<input type="radio"/> None <input type="radio"/> Mild <input type="radio"/> Moderate <input checked="" type="radio"/> Severe	Type	<input type="text"/>		
List specific impairments(i.e. ADHD, Attachment disorder, medical/emotional/mental conditions)					
<input type="text"/>					

Services Worker Support System - Children

File Sections Autoflow Corrections Help

 **M.A.R.E. REGISTRATION**

Case Name:	Log #:
Case #:	Program:
Assigned:	Status:

General Info	Child's Health/Medical Status	Legal	Additional Information	Child's Personality	Education
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Legal barriers to adoption ☒ Yes ☐ No

Parental appeal filed ☒ Yes ☐ No


Provide a brief explanation of the type of barrier to adoption

Cancel Continue

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Services Worker Support System - Children

File Sections Autoflow Corrections Help

 **M.A.R.E. REGISTRATION**

Case Name:	Log #:
Case #:	Program:
Assigned:	Status:

General Info	Child's Health/Medical Status	Legal	Additional Information	Child's Personality	Education
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Child Video Available ☐ Yes ☒ No Request M.A.R.E to Video ☐ Yes ☐ No

Use Child's Photo in Poster ☐ Yes ☐ No


Photo may be used in Newspaper Column ☐ Yes ☐ No

Consider Child for Out of State Adoption ☐ Yes ☒ No

Explain why child is not considered for Out of State Adoption

Services Worker Support System - Children

File Sections Autoflow Corrections Help

 **M.A.R.E. REGISTRATION**

Case Name: Log #:
Case #: Program:
Assigned: Status:

General Info Child's Health/Medical Status Legal Additional Information **Child's Personality** Education

Describe positive characteristics of child: strengths, likes, interests, and talents.

Describe dislikes, limits, or behavioral concerns that might be displayed in a family setting.

Give a positive quote or anecdote about this child.

Briefly describe the child's history, special conditions that may need to be considered in a placement for the child, and any previous attempts at adoption.

Will child function independently as an adult? ☐ Yes ☐ No ☐ May need assistance

Cancel Continue

The screenshot shows a software window titled "Services Worker Support System - Children". The menu bar includes "File", "Sections", "Autoflow", "Corrections", and "Help". The main title is "M.A.R.E. REGISTRATION". To the right of the title is a form with fields for "Case Name:", "Case #:", "Assigned:", "Log #:", "Program:", and "Status:". Below the title is a tabbed interface with tabs for "General Info", "Child's Health/Medical Status", "Legal", "Additional Information", "Child's Personality", and "Education". The "General Info" tab is selected, showing a text area with the prompt "Describe Child's academic functioning, behavior in the classroom, and peer relations." and a large empty text box for input. At the bottom right of the form are "Cancel" and "Continue" buttons. A status bar is visible at the very bottom of the window.

Report (output) Images

Print out versions of each output report generated by the module. For each image, explain its usage.

Data Elements

For every element on a screen output report:

- Map each data element displayed, printed, or entered to the database table and field, such as the example done by SDM that Paula mentioned in the team meeting (p:\users\share\servwork\SWSS\templates\ReqTemplates\DataDefinitions).xls
- Make a specific reference to the SWSS Schema data dictionary, which ought to be available any day now.
- List and discuss any specific validation routines, constraints, or dependent data validations (like legal status and living arrangement) that are not in the data dictionary. You can check (and copy from) the User Requirements Data Element Description for these type of validations.
- Specify which elements can only be changed in "Corrections" mode.

- Explain the instancing of this data element in laymen's terms. This is implied in the table name, usually, such as the "Case_Person" table refers to an instance of a (group) person record in a particular case, and the "Group_Person" table refers to an instance of a person in a particular sibling group. Go ahead and say it like that, as it applies. This includes "historical" data, such as Medicaid_History, which is an instance of medicaid data over time.

Integration with Existing System

How does this module integrate with SWSS. Is it a selection from the main menu? Are there specific things needed in the SWSS_INI.ini? Are there short cut keys or menu selections? Can it be called directly from another module, during which time the calling module shows a blank screen or mess with the task bar, and does it need to update something for that calling module?

Module Dependencies

If this module depends on other modules, or if other modules depend on this module, to an extent beyond what has been described in the "Integration with Existing System" section above, such as Medicaid requiring both Placement and Funding data, list and explain those dependencies here.

Database Subject Area

- Show the tables with fields read, created, or modified here. (CRUD matrix, if you want to be fancy.)
- List the STORED PROCEDURES with detailed descriptions of how that stored procedure works (we're serious. We really need it!)
- Use the Interface specifications that were generated (by Ed?) for the stored procedure calls that the VB module makes.

Data Warehouse

If known, explain which items are added to the data warehouse and under what conditions they are written. Hopefully we can reference a document or set of documents supported by the data warehouse.

Technical Issues

Discuss any tricky things that happen in the module that someone who maintains the application may not recognize at first glance. Sibling group sharing, legal status switches, or reusing person IDs.

Test Plans

Include the test plan developed for this module, and references to any scenarios that apply to it.